

# SQUIRE & PARTNERS

## Job Description – Head of Sustainability

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### 1.0 **Company Description**

Squire & Partners is an architecture and design practice with experience spanning four decades, earning it an international reputation for architecture informed by the history and culture of where it is placed. Its award-winning portfolio, for some of the world's leading developers includes masterplans, workspace, retrofit, residential, hotels, retail, education, and public buildings. In addition, the practice has a series of dedicated departments for modelmaking, computer generated imaging, illustration, graphics, and an established interior design department.

### 2.0 **Role Description**

We are looking for a new head of sustainability to expand our current sustainability team. You will be a passionate advocate of sustainable design, striving to find holistic and tangible solutions and work closely with the practice's existing sustainability group to define and coordinate the practice's sustainability ethos and its implementation across all departments.

### 3.0 **Responsibilities**

#### 3.1 **Projects**

Assist in identifying and setting clear sustainability targets for projects and support designers in monitoring and achieving these

Enable in-house analysis of Whole life carbon, thermal performance, daylight/sunlight, etc.

Support project teams in collecting data and monitoring project performance through all project stages

Support project teams in advocating sustainable design solutions to clients and collaborators

Research the selection of sustainable systems and materials and assist in their implementation

Manage and enable the collection of project sustainability data and continuously analyse the practice's projects performance

Lead post-occupancy studies of completed projects

Assist in the preparation of environmental condition surveys and development of building retrofit strategies

#### 3.2 **Practice**

Develop and implement the practice's vision and strategy for sustainable design and research, reaching out and collaborating with educational and industry initiatives to develop industry standards and case studies related to our work

Place special focus on social sustainability, recording past project performances and developing a coherent future strategy and set of core values

Lead and coordinate the practice's internal sustainability team

Actively pursue relevant R&D in collaboration with our R&D team

Promote Squire and Partners sustainability ethos within the practice and at public events

Lead staff training strategies in sustainability topics and CPD's, empowering designers to apply sustainable principles as an integral part of their work

Coordinate progress towards the achievement of the office's sustainability commitments

Suggest and engage with external knowledge where required to develop the practices' sustainability goals and aspirations  
Identify and incorporate relevant software into the design workflow such as Whole Life Cycle Assessment software.  
Follow and implement ISO 14001 standards in the practice workflow  
Monitor and update teams of key sustainable policy changes, research, and relevant regulations  
Engage in industry-wide initiatives and networks, such as UKGBC or Leti, promoting sustainable design across the industry  
Review and support the decarbonising efforts of the practice's business operations  
Bring extra curriculum passion and influences to the office

#### 4.0 **Skills / Competencies / Qualifications**

Master's degree (or equivalent) in Sustainability, Architecture or similar  
Detailed knowledge and 5 years + experience of sustainable design in the construction industry.  
Extensive knowledge of sustainable design strategies including passive design, material selection and technologies.  
Good technical understanding of measurement of upfront carbon, and general principles of low carbon design  
Ability to communicate complex information in a concise and engaging way  
Passion to work collaboratively in a team and ability to motivate and lead others with experience in mentoring and/or teaching  
Excellent communication (written and verbal skills) and presentation skills for internal communications and for representing the office externally.  
Proficiency in MS Office, Adobe Creative Suite, Revit (desirable but not essential) and OneClick LCA  
Ability to work independently, multitask, with good time management skills and attention to detail  
Ability to analyse data and transfer findings into compelling graphics that can relay complex information.

#### 5.0 **What we offer**

At Squire & Partners we combine hard work with a lively social life and strong team spirit, with year-round events including summer team days out, weekly yoga classes and an annual office trip.  
Our benefits package includes BUPA comprehensive medical cover, pension top-up NI contribution, 20+ days holiday plus time off between Christmas and New Year, enhanced maternity/paternity, subsidised lunches, membership of our private rooftop members club, weekly sports activities and Cycle to Work scheme. The successful candidate will have the opportunity to work in our RIBA award-winning offices at The Department Store in Brixton.

#### 6.0 **Applying**

Squire & Partners is committed to being an equal opportunity employer and strives to always ensure equality of opportunity and the fair treatment of its staff, supporting diversity and inclusivity. It is the practice's policy to treat all job applicants and employees equally. Salary for this role is dependent on experience.

Please send your CV and covering letter to: [recruitment@squireandpartners.com](mailto:recruitment@squireandpartners.com)